



HAVA NEWS

A special informational bulletin for Michigan election officials on the implementation of the Help America Vote Act of 2002

Michigan Department of State - Terri Lynn Land, Secretary of State

Special Edition

April 16, 2004

Many important steps in implementing Michigan's uniform, statewide voting system will occur in the coming weeks. This newsletter provides important information on two of them.

Urgent Mailing!

In the coming week, we will send a mailing to those counties with jurisdictions that plan to receive new election systems in 2004. This mailing will contain important comparative information regarding the qualified vendors. It will also include a vendor selection form that *must be completed and returned very quickly*. Please, look for this mailing and handle it promptly.

Grant Applications and Proof of Authority

On April 6, 2004, the Bureau of Elections mailed Grant Applications to those jurisdictions that indicated they plan to purchase new election equipment in 2004. This section of the newsletter clarifies specific questions that have recently arisen regarding the "proof of authority" issue and other grant requirements:

- Q.** What format is required for the proof of authority?
- A.** No specific format is required. It can take the form of a resolution from the Board of County Commissioners, City Council or Township Board authorizing the person who signs to act on behalf of the county, city or township. The Michigan Townships Association (MTA) drafted the attached Sample Township Board Resolution that you may use as an example.
- Q.** It is impossible for my jurisdiction to obtain the proof of authority before April 23, 2004. What can we do?
- A.** Return the *signed* Grant Application without the proof of authority to the Bureau of Elections by April 23, 2004. When the proof of authority is obtained, please fax it immediately to the Bureau of Elections, but **no later than Friday, April 30, 2004**.

Given the tight timeframes, we realize that it may not be possible to obtain the authority from your board or commission by the due date. Given the importance of this issue, if your jurisdiction still wishes to move forward with voting equipment replacement this year, we ask that you schedule a special meeting to obtain this approval if necessary.

- Q.** My jurisdiction is considering waiting until 2005 to receive new voting equipment. Will signing this Grant Application require us to purchase equipment in 2004?



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- A. No. If you have decided that you now wish to wait until 2005, inform the Bureau of Elections of your decision in writing. We will hold your Grant Application until next year.

Remember, in order to meet deadlines set by Michigan's election law, the Bureau of Elections must receive the signed Grant Applications by **Friday, April 23, 2004**. Please do not hesitate to call Sherry Barrett at 517-241-2538 between 8 a.m. and 3:30 p.m. weekdays.

Thank you for your continued assistance and prompt attention to this matter.

Sample Township Board Resolution

WHEREAS, The _____ Township board wishes to apply to the Secretary of State for a grant to purchase optical scan voting systems to comply with the HAVA and related EMS software.

WHEREAS, the _____ Township board has chosen to submit a grant application for the optical scan system in 2004.

WHEREAS, the deadline to apply is Friday April 23.

NOW, THEREFORE, BE IT RESOLVED that the _____ Township clerk is authorized to submit this grant application on behalf of _____ Township, _____ County on this day of April ___, 2004.

The foregoing resolution offered by Board Member _____

Second offered by Board Member _____

Upon roll call vote the following voted "aye" _____
(list names of members
voting "aye")

"nay" _____
(list names of members
voting "nay")

The Supervisor declared the resolution adopted.

Clerk

(Name)